



## **Memphis Housing Authority**

### **Capital Improvements Department**

700 Adams Street, Room 107  
Memphis, Tennessee 38105-5029

### **ADDENDUM NO. 1**

**Issued: Friday, October 16, 2015**

This addendum shall become and form a part of the following solicitation:

**Solicitation # CI 15-B-00324**

**Invitation for Bid [IFB]**

**Construction Services for Uptown Scattered Housing Exterior Repairs and  
Painting, Memphis, TN**

### **TO ALL POTENTIAL BIDDERS:**

This Addendum, including all articles and corrections listed below, shall become a part of the original solicitation package and shall be taken into account in preparing your bids.

In order to ensure that all firms are given an equal opportunity to submit a competitive bid, attached is a response regarding Solicitation # CI 15-B-00324: Uptown Scattered Housing Exterior Repairs and Painting, Memphis, TN

**PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY SIGNING, DATING AND INCLUDING A COPY OF THIS ADDENDUM COVER SHEET IN YOUR BID.**

Name of Firm: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

**Date:** September 30, 2015

**To:** All Potential Offerors & Meeting Attendees (as listed below)

**From:** Jimma S. Owens, MHA Capital Improvements

**Re:** Pre-Bid Conferences

Solicitation # CI 15-B-00324: Uptown Scattered Housing Exterior Repairs and Painting, Memphis, TN

**CC:** David Walker, MHA Procurement  
Michael Swindle, MHA Capital Improvements

Two Pre-Bid Conferences were held at the Memphis Housing Authority (MHA) Central Office in the MHA Asset Management Conference Room on Wednesday, September 30, 2015 at 9:00 a.m. and Tuesday, October 6, 2015 at 2:00 p.m. respectively regarding: CI 15-B-00324 - Uptown Scattered Housing Exterior Repairs and Painting.

*September 30, 2015 meeting attendees were as follows:*

Octavius Nickson  
Rick Fleming  
Bland Matthews  
Ronnie Johnson  
Moncel Wooten  
Michael Swindle (MS)  
Jimma Owens (JO)

Nickson General  
Fleming Construction  
Pro Painters  
Johnson & Johnson Group  
Wooten's Property & Preservation  
MHA – Capital Improvements  
MHA – Capital Improvements

*October 6, 2015 meeting attendees were as follows:*

Michael Greene  
Don Adox  
Michael Swindle (MS)  
Jimma Owens (JO)

Affordable Solutions  
Ambassador Construction  
MHA – Capital Improvements  
MHA – Capital Improvements

The meeting agenda was listed as follows:

- Attendees Sign-in
- Welcome and Introductions
- Review of Scope of Work
- Review of IFB Process
- Review of Bids Submission Format
- Procurement Schedule
- Review of IFB Mandatory Submittals
- Review of Maintenance Wage Rate Requirements
- Questions & Answers

Several items were discussed and are listed as follows:

1. **JO** – Instructed meeting attendees to sign the meeting attendance sheet.
2. **JO** – Introduced herself, along with Michael Swindle (**MS**) of the Memphis Housing Authority.
3. **JO** – Provided a review of the solicitation package.
4. **JO** – Provided a review of the Scope of Work.
5. **JO** – Stated that all questions should be submitted in writing and also stated that any answers provided during the Pre-Bid Conference are non-binding.
6. **JO** – Stated that a site visit would be conducted immediately following the Pre-Bid Conference.
7. **JO** – Provided a review of the required documentation for submission of bids included in the solicitation package.
8. **JO** – Stated that the deadline for the receipt of questions is **Monday, October 12, 2015** at 2:00 p.m. CST. Bids are due on **2:00 p.m. CST on Tuesday, October 27, 2015**, and advised potential bidders and attendees not to leave their bid package at the front desk but bring to room 107 to be stamped. **JO reiterated that contractors have the option to bid on one or both project sites.**
9. **JO** – We expect to issue a Notice to Proceed (NTP) on **February 2016**
10. **JO** – stated that the **project will be utilizing Maintenance Wage Rate Determinations**, found in the solicitation package, along with a listing of the houses, addresses, prototypes, and color photographs

The meetings adjourned at 9:30 a.m., and 2:30 p.m., respectively. A site visit immediately followed the Pre-Bid Conferences

*If there is additional material, that was discussed and is not included in these minutes, please feel free to provide those omissions to me by letter or e-mail and I will issue revised minutes.*

#### **Questions and Responses:**

*No vendor questions were received by the 2:00 p.m. deadline on Monday, October 12, 2015*

#### **ATTACHMENTS:**

Reference the attached documents for the aforementioned solicitation:–

- Previous Participation Certificate, HUD 2530 [02/13]
- Bid Form - revised 10/16/15
- Bid Bond - revised 10/16/15



**CLARIFICATIONS**

**Project Manual:**

*Invitation to Bid:*

**Scope of Work:**

- Areas requiring new paint included but is not limited to exterior siding, doors, window trim, shutters, gable ends, eaves, soffits, fascia, exterior columns, handrails; etc.
- Surface preparation [inclusive in bid price] is to include, but not limited to:
  - surface cleaning;
  - removing loose paint;
  - removing all sealants and caulking at existing joints between similar & dissimilar materials trim, application or new sealant material;
  - fastening loose panels and components;
  - patching small holes.
- Repair [change order work, usage of allowance] is to include, but not limited to:
  - Replacement of siding components;
  - Unforeseen conditions

**Project Execution/ Bids:**

- Clarification - Liquidated damages shall be at a cost of seventy five dollars and zero cents (\$75.00) per day for work.
- Clarification - The contract specified completion timeframe, which shall be one hundred and fifty [150] consecutive calendar days after receipt of NTP for base bid and bid alternate #1 respectively.

**Bid Form:**

- Reference revised document

**Bid Bond:**

- Reference revised document

**General Conditions:**

- 36. Insurance - Commercial General Liability with a combined single limit for bodily injury and property damage of not less than one million dollars and zero cents [\$1,000,000.00]

**Working hours:**

- The hours of work for contractor shall be from **8:00 a.m. to 4:00 p.m.**

**Section 1020 – Allowances**

**1.01:**

- Clarification - Allowances are prices included within the base bid and alternate bids; reference revised bid form

**Section 01300 - Administrative Requirements**

**3.04: Construction Progress Schedule**

- Clarification - "On the *second day*, following the **NTP**, the general contractor shall submit a project schedule, which shall identify major events and shutdown events if necessary..." as noted under Project Execution, substitute with "...The Contractor shall, within ten [10] days

after the work commences on the contract or another period of time..." as noted under *Section 01300 - Administrative Requirements, subparagraph 3.04:*

*3.05: Submittals for Review*

- Clarification - all required submittals shall be forwarded to the MHA Project Manager for review and approval
- Clarification - the word "Architect" means Owner's Representative or MHA Project Manager
- Addition - All good and materials shall be as specified or equal. The Memphis Housing Authority's [MHA's] representative shall decide if a substitute is equal to the specified goods and materials. If substitute is not approved as an equal, the contractor shall provide the specified goods and materials at no additional cost to MHA.

*Section 074646 – Fiber Cement Siding*

- 3.1: Installation, B: Instead of "...sealants as specified in Section 079200 - Joint Sealants..., utilize "Section 07900 - Joint Sealants..."

*Section 07900 - Joint Sealants*

- 1.1A: Summary: Delete reference to joint schedule
- 1.1C: Summary: Delete reference to joint schedule
- 1.7: Project Conditions: Add #3 – "when substrates are not prepared according to sealant's listed instructions..."

All surfaces [exterior siding, doors, window trim, shutters, gable ends, eaves, soffits, fascia, exterior columns, handrails; etc.] to be painted as noted shall utilize "Benjamin Moore and Company [Moore] - Aura, Flat Finish 629 or equal

**Paint application is to consist of two coats rolled and brushed, spraying and thinning is prohibited.**

**Color Schedule**

- Clarification - *paintable* surface footage

**\*\*\*END OF ADDENDUM NO.1\*\*\***



# Previous Participation Certification

OMB Approval No. 2502-0118  
(Exp. 02/29/2016)

## US Department of Housing and Urban Development Office of Housing/Federal Housing Commissioner

## US Department of Agriculture Farmers Home Administration

### Part I to be completed by Principals of Multifamily Projects (See instructions)

### For HUD HQ/FmHA use only

Reason for submission:		2. Project Name, Project Number, City and Zip Code	
1. Agency name and City where the application is filed		5. Section of Act	
3. Loan or Contract amount \$	4. Number of Units or Beds	6. Type of Project (check one) <input type="checkbox"/> Existing <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Proposed (New)	

### 7. List all proposed Principals and attach organization chart for all organizations

Name and address of Principals and Affiliates (Name: Last, First, Middle Initial) proposing to participate	8 Role of Each Principal in Project	9. Expected % Ownership in Project	10. SSN or IRS Employer Number

Certifications: The principal(s) listed above hereby apply to HUD or USDA FmHA, as the case maybe, for approval to participate as principal(s) in the role(s) and project listed above. The principal(s) each certify that all the statements made on this form are true, complete and correct to the best of their knowledge and belief and are made in good faith, including any Exhibits attached to this form. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. The principal(s) further certify that to the best of their knowledge and belief:

- Schedule A contains a listing, for the last ten years, of every project assisted or insured by HUD, USDA FmHA and/or State and local government housing finance agencies in which the principal(s) have participated or are now participating.
- For the period beginning 10 years prior to the date of this certification, and except as shown on the certification:
  - No mortgage on a project listed has ever been in default, assigned to the Government or foreclosed, nor has it received mortgage relief from the mortgagee;
  - The principals have no defaults or noncompliance under any Conventional Contract or Turnkey Contract of Sale in connection with a public housing project;
  - There are no known unresolved findings as a result of HUD audits, management reviews or other Governmental investigations concerning the principals or their projects;
  - There has not been a suspension or termination of payments under any HUD assistance contract due to the principal's fault or negligence;
  - The principals have not been convicted of a felony and are not presently the subject of a complaint or indictment charging a felony. (A felony is defined as any offense punishable by imprisonment for a term exceeding one year, but does not include any offense classified as a misdemeanor under the laws of a State and punishable by imprisonment for two years or less);
  - The principals have not been suspended, debarred or otherwise restricted by any Department or Agency of the Federal Government or of a State Government from doing business with such Department or Agency;
  - The principals have not defaulted on an obligation covered by a surety or performance bond and have not been the subject of a claim under an employee fidelity bond;
  - All the names of the principals who propose to participate in this project are listed above;
  - None of the principals is a HUD/FmHA employee or a member of a HUD/FmHA employee's immediate household as defined in Standards of Ethical Conduct for Employees of the Executive Branch in 5 C.F.R. Part 2635 (57 FR 35006) and HUD's Standard of Conduct in 24 C.F.R. Part 0 and USDA's Standard of Conduct in 7 C.F.R. Part 0 Subpart B;
  - None of the principals is a participant in an assisted or insured project as of this date on which construction has stopped for a period in excess of 20 days or which has been substantially completed for more than 90 days and documents for closing, including final cost certification, have not been filed with HUD or FmHA;
  - None of the principals have been found by HUD or FmHA to be in noncompliance with any applicable fair housing and civil rights requirements in 24 CFR 5.105(a). (If any principals or affiliates have been found to be in noncompliance with any requirements, attach a signed statement explaining the relevant facts, circumstances, and resolution, if any);
  - None of the principals is a Member of Congress or a Resident Commissioner nor otherwise prohibited or limited by law from contracting with the Government of the United States of America.
- Statements above (if any) to which the principal(s) cannot certify have been deleted by striking through the words with a pen, and the relevant principal(s) have initiated each deletion (if any) and have attached a true and accurate signed statement (if applicable) to explain the facts and circumstances.

Name of Principal	Signature of Principal	Certification Date(mm/dd/yyyy)	Area Code and Tel. No.
This form prepared by (print name)		Area Code and Tel. No.	

Previous editions are obsolete





**Instructions for Completing the Previous Participation Certificate, form HUD-2530**

Carefully read these instructions and the applicable regulations. A copy of those regulations published at 24 C.F.R. 200.210 to 200.245 can be obtained from the Multifamily Housing Representative at any HUD Office. Type or print neatly in ink when filling out this form. Mark answers in all blocks of the form. If the form is not filled completely, it will delay approval of your application.

Attach extra sheets as you need them. Be sure to indicate "Continued on Attachments" wherever appropriate. Sign each additional page that you attach if it refers to you or your record.

**Carefully read the certification before you sign it.** Any questions regarding the form or how to complete it can be answered by your HUD Office Multifamily Housing Representative.

**Purpose:** This form provides HUD with a certified report of all previous participation in HUD multifamily housing projects by those parties making application. The information requested in this form is used by HUD to determine if you meet the standards established to ensure that all principal participants in HUD projects will honor their legal, financial and contractual obligations and are acceptable risks from the underwriting standpoint of an insurer, lender or governmental agency. HUD requires that you certify your record of previous participation in HUD/USDA-FmHA, State and Local Housing Finance Agency projects by completing and signing this form, before your project application or participation can be approved.

HUD approval of your certification is a necessary precondition for your participation in the project and in the capacity that you propose. If you do not file this certification, do not furnish the information requested accurately, or do not meet established standards, HUD will not approve your certification.

**Note that approval of your certification does not obligate HUD to approve your project application, and it does not satisfy all other HUD program requirements relative to your qualifications.**

**Who Must Sign and File Form HUD-2530:**

Form HUD-2530 must be completed and signed by all principals applying to participate in HUD multifamily housing projects, including those who have no previous participation. The form must be signed and filed by all principals and their affiliates who propose participating in the HUD project. Use a separate form for each role in the project unless there is an identity of interest.

Principals include all individuals, joint ventures,

partnerships, corporations, trusts, non-profit organizations, any other public or private entity that will participate in the proposed project as a sponsor, owner, prime contractor, turnkey developer, managing agent, nursing home administrator or operator, packager, or consultant. Architects and attorneys who have any interest in the project other than an arm's length fee arrangement for professional services are also considered principals by HUD.

In the case of partnerships, all general partners regardless of their percentage interest and limited partners having a 25 percent or more interest in the partnership are considered principals. In the case of public or private corporations or governmental entities, principals include the president, vice president, secretary, treasurer and all other executive officers who are directly responsible to the board of directors, or any equivalent governing body, as well as all directors and each stockholder having a 10 percent or more interest in the corporation.

Affiliates are defined as any person or business concern that directly or indirectly controls the policy of a principal or has the power to do so. A holding or parent corporation would be an example of an affiliate if one of its subsidiaries is a principal.

**Exception for Corporations** – All principals and affiliates must personally sign the certificate except in the following situation. When a corporation is a principal, all of its officers, directors, trustees and stockholders with 10 percent or more of the common (voting) stock need not sign personally if they all have the same record to report. The officer who is authorized to sign for the corporation or agency will list the names and title of those who elect not to sign. However, any person who has a record of participation in HUD projects that is separate from that of his or her organization must report that activity on this form and sign his or her name. The objective is full disclosure.

**Exemptions** – The names of the following parties do not need to be listed on form HUD-2530: Public Housing Agencies, tenants, owners of less than five condominium or cooperative units and all others whose interests were acquired by inheritance or court order.

**Where and When Form HUD-2530 Must Be Filed:**

The original of this form must be submitted to the HUD Office where your project application will be processed at the same time you file your initial project application. This form must be filed with applications for projects, or when otherwise required in the situations listed below:

- Projects to be financed with mortgages insured under the National Housing Act (FHA).

- Projects to be financed according to Section 202 of the Housing Act of 1959 (Elderly and Handicapped).

- Projects in which 20 percent or more of the units are to receive a subsidy as described in 24 C.F.R. 200.213.

- Purchase of a project subject to a mortgage insured or held by the Secretary of HUD.

- Purchase of a Secretary-owned project.

- Proposed substitution or addition of a principal or principal participation in a different capacity from that previously approved for the same project.

- Proposed acquisition by an existing limited partner of an additional interest in a project resulting in a total interest of 25 percent or more or proposed acquisition by a corporate stockholder of an additional interest in a project resulting in a total interest of 10 percent or more.

- Projects with USDA, Farmers Home Administration, or with state or local government housing finance agencies that include rental assistance under Section 8 of the Housing Act of 1937. For projects of this type, form HUD-2530 should be filed with the appropriate applications directly to those agencies.

**Review of Adverse Determination:** If approval of your participation in a HUD project is denied, withheld, or conditionally granted on the basis of your record of previous participation, you will be notified by the HUD Office. You may request reconsideration by the HUD Review Committee. Alternatively, you may request a hearing before a Hearing Officer. Either request must be made in writing within 30 days from your receipt of the notice of determination.

If you do request reconsideration by the Review Committee and the reconsideration results in an adverse determination, you may then request a hearing before a Hearing Officer. The Hearing Officer will issue a report to the Review Committee. You will be notified of the final ruling by certified mail.

**Specific Line Instructions:**

**Reason for submitting this Certification:** e.g., refinancing, change in ownership, change in management agent, transfer of physical assets, etc.

**Block 1:** Fill in the name of the agency to which you are applying. For example: HUD Office, Farmers Home Administration District office, or the name of a State or local housing finance agency. Below that, fill in the name of the city where the office is located.

**Block 2:** Fill in the name of the project, such as "Greenwood Apts." If the name has not yet been selected, write "Name unknown." Below that, enter the HUD contract or project identification number, the Farmers Home Administration project number, or

the State or local housing finance agency project or contract number. Include all project or contract identification numbers that are relevant to the project. Also enter the name of the city in which the project is located, and the ZIP Code.

**Block 3:** Fill in the dollar amount requested in the proposed mortgage, or the annual amount of rental assistance requested.

**Block 4:** Fill in the number of apartment units proposed, such as "40 units." For hospital projects or nursing homes, fill in the number of beds proposed, such as "100 beds."

**Block 5:** Fill in the section of the Housing Act under which the application is filed.

**Block 7:** Definitions of all those who are considered principals and affiliates are given above in the section titled "Who Must Sign and File..."

**Block 8:** Beside the name of each principal, fill in the appropriate role. The following are examples of possible roles that the principals may assume: Owner/Mortgagor, Managing Agent, Sponsor, Developer, General Contractor, Packager, Consultant, Nursing Home Administrator etc.

**Block 9:** Fill in the percentage of ownership in the proposed project that each principal is expected to have.

**Block 10:** Fill in the Social Security Number or IRS employer number of every principal listed, including affiliates.

**Instructions for Completing Schedule A:**

Be sure that Schedule A is filled-in completely, accurately and the certification is properly dated and signed, because it will serve as a legal record of your previous experience. All Multifamily Housing projects involving HUD/FmHA, and State and local Housing Finance Agencies in which you have previously participated must be listed. Applicants are reminded that previous participation pertains to the individual principal within an entity as well as the entity itself. A newly formed company may not have previous participation, but the principals within the company may have had extensive participation and disclosure of that activity is required.

**Column 2:** All previous projects must be listed on your certification cannot be processed. Include the name of all projects, project number, city where it is located and the governmental agency (HUD, USDA-FmHA or state or local housing finance agency) that was involved.

**Column 3:** List the role(s) as a principal, dates participated and if/for identity of interest (IOI) with owners.



**Column 4.** Indicate the current status of the loan. Except for form HUD-2530, including schedule A, read the should fill in the date of the signature and a telephone current loan, the date associated with the status is required. Certification carefully. In the box below the statement of the number. By providing a telephone number, HUD can reach Loans under a workout arrangement are considered as listed in block 7. Each principal should sign the certification with the exception in some cases of individuals If you cannot certify and sign the certification as it is printed status is required.

**Column 5.** Explain any project defaults during your participation. Corporations" in the section of the instructions titled "Who record, use a pen to strike through those parts that differ with associated with a corporation (see "Exception for because some statements do not correctly describe your Must Sign and File Form HUD-2530). Principal who is your record, and then sign and certify.

**Column 6.** Provide the latest Management Review (MOR) rating and Physical Inspection score. Attach a signed statement of explanation of the items you have struck out on the certification. Item 2c, relates to felony

**Certification:** After you have completed all other parts of authority document. Each principal who signs the form have struck out on the certification. Item 2c, relates to felony

The Department of Housing and Urban Development (HUD) is authorized to collect this information by law (42 U.S.C. 3535(d) and 24 C.F.R. 200.217) and by regulation at 24 CFR 200.210. This information is needed so that principals applying to participate in multifamily programs can become HUD-approved participants. The information you provide will enable HUD to evaluate your record with respect to established standards of performance, responsibility and eligibility. Without prior approval, a principal may not participate in a proposed or existing multifamily project. HUD uses this information to evaluate whether or not principals pose an unsatisfactory underwriting risk. The information is used to evaluate the potential principals and approve only individuals and organizations that will honor their legal, financial and contractual obligations.

**Privacy Act Statement:** The Housing and Community Development Act of 1987, 42 U.S.C. 3543 requires persons applying for a Federally-insured or guaranteed loan to furnish his/her Social Security Number (SSN). HUD must have your SSN for identification of your records. HUD may use your SSN for automated processing of your records and to make requests for information about you and your previous records with other public agencies and private sector sources. HUD may disclose certain information to Federal, State and local agencies when relevant to civil, criminal, or regulatory investigations and prosecutions. It will not be otherwise disclosed or released outside of HUD, except as required and permitted by law. You must provide all of the information requested in this application, including your SSN.

**Public reporting burden** for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

A response is mandatory. Failure to provide any of the information will result in your disapproval of participation in this HUD program.

**Bidding Documents**

Solicitation # CI 15-B-00324: Construction Services for Uptown Scattered Housing  
Exterior Repairs and Painting, Memphis, TN  
September 23, 2015

**BID FORM - REVISED 10/16/15**

Memphis Housing Authority  
700 Adams Street  
Memphis, Tennessee 38105

**RE: Solicitation # CI 15-B-00324: Construction Services for Uptown Scattered Housing  
Exterior Repairs and Painting, Memphis, TN**

To all prospective bidders:

The undersigned, have familiarized himself/herself/themselves with the local conditions affecting the cost of the work, and with the Contract Documents which are on file in the office of the Memphis Housing Authority, hereby proposes to furnish all labor, materials, equipment and services required to undertake the above referenced project in accordance with the Contract Documents. Please note: MHA reserves the right to award a contract for the base bid AND/ OR the bid alternate; MHA also reserves the right to not award a contract for this solicitation.

Having become completely familiar with local conditions affecting the cost of work at the place where work is to be executed, and having carefully examined the specifications for such work and other related "Contract Documents" entitled Solicitation # CI 15-B-00324: Construction Services for Uptown Scattered Housing Exterior Repairs and Painting, Memphis, TN, the undersigned hereby proposed and agrees to provide all services, labor, and materials required by them to execute all of the work described by the aforementioned documents for a lump price.

**ALLOWANCE:** The Contractor is to include one [1] allowance amount in the Base Bid and Bid Alternates for construction services for unforeseen conditions not covered in the Contract Documents. All unused allowances shall be deducted from the contract value at the conclusion of the project.

**BID ITEM #1:** Uptown Scattered Housing Exterior Repairs and Painting, including, but not limited, to repair and painting of all paintable exterior areas, General Conditions, Bonds, Permits, preparation and per specifications for sixty four [64] houses houses west of Danny Thomas Boulevard.

**BID ITEM #1: PRICE of** \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_ ).

**BID ITEM #1 - ALLOWANCE:** Unforeseen conditions: ten thousand dollars [\$10,000.00]

**GRAND TOTAL BID ITEM #1 -** \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_ ).



**Bidding Documents**

Solicitation # CI 15-B-00324: Construction Services for Uptown Scattered Housing  
Exterior Repairs and Painting, Memphis, TN  
September 23, 2015

**BID ALTERNATE #1: Uptown Scattered Housing Exterior Repairs and Painting**, including, but not limited, to repair and painting of all paintable exterior areas, General Conditions, Bonds, Permits, preparation and per specifications for **forty two [42] houses** east of Danny Thomas Boulevard

**BID ALTERNATE #1 PRICE** of \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_ ).

**BID ALTERNATE #1- ALLOWANCE:** Unforeseen conditions: seven thousand dollars [\$7,000.00]

**GRAND TOTAL BID BID ALTERNATE #1:** \_\_\_\_\_ dollars  
(\$ \_\_\_\_\_ ).

Bid Guarantee in the sum of \_\_\_\_\_ dollars  
\$ \_\_\_\_\_ )

in the form of \_\_\_\_\_

is submitted herewith in accordance with the Instructions to Bidders.

The undersigned acknowledges the receipt of the following Addenda and has included them in this bid.

\_\_\_\_\_  
\_\_\_\_\_

**NOTICE TO PROCEED**

The undersigned agrees to commence actual work on the site with an adequate force & equipment within ten [10] days of the date of "Notice to Proceed."

**CONSTRUCTION TIME**

The undersigned agrees to complete all of the work described by the aforementioned "Contract Documents" by **the time as listed below** for each bid and bid alternates; the time includes no more than **fifteen [15] days for all equipment installation:**

**Base bid [sixty four {64} houses]: one hundred and fifty [150] consecutive calendar days** from the Notice to Proceed

**Bid alternate #1: forty two [42] houses]: one hundred and fifty [150] consecutive calendar days** from the Notice to Proceed

**LIQUIDATED DAMAGES**

The undersigned agrees to pay, as liquidated damages, the sum of **seventy five dollars and zero cents (\$75.00)** per day for work per day per uncompleted contracting beginning day **one** after completion date.

**Bidding Documents**

Solicitation # CI 15-B-00324: Construction Services for Uptown Scattered Housing  
Exterior Repairs and Painting, Memphis, TN  
September 23, 2015

**PERFORMANCE & PAYMENT BOND**

For bids greater than \$25,000.00, upon receipt of a written acceptance of this bid, Bidder shall deliver performance & payment bond in accordance to HUD 5369 [10/02], "Instructions to Bidders for Contracts, Public & Indian Housing Programs, page 3, clause 10.

**BID BOND**

For bids greater than \$25,000.00, the bid bond or security attached in the sum of \_\_\_\_\_ dollars [\$ \_\_\_\_\_] is to become the property of the Owner in the event of the Contract and bond are not executed with the time set forth, as liquidated damages for the delay and additional expense to the Owner, who is entitled to the difference between the amount of this bid and the amount for which a contract for the work is subsequently executed. The check shall be made payable to the Memphis Housing Authority.

**PAYMENT**

Payment at the lump sum price bid herein shall include repair of existing siding, painting, etc. Additional items included herewith as appurtenant and incidental to these work items are all ancillary items associated with said work.

SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
[Signature]

NAME & TITLE: \_\_\_\_\_  
[Please print]



**BID BOND - REVISED 10/16/15**

KNOW ALL MEN BY THESE PRESENTS, that we the undersigned,

\_\_\_\_\_, AS PRINCIPALS,

and

\_\_\_\_\_, AS SURETY

are held and firmly bound unto the Memphis Housing Authority hereinafter called the  
"AUTHORITY," in the penal sum of:

\_\_\_\_\_ DOLLARS,

lawful money of the United States, for the payment of which sum will and truly to be made, we  
bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and  
severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted the  
accompanying bid, dated \_\_\_\_\_, 20\_\_\_\_, for the:  
Construction Services for Uptown Scattered Housing Exterior Repairs and Painting, Memphis,  
TN,

**UPTOWN SCATTERED HOUSING**

NOW, THEREFORE, if the Principal shall not withdraw said bid within the period specified  
therein after the opening of the same, or, if no period be specified, within **thirty [30] days** after  
the said opening, and shall within the period specified therefore or, if no period specified within  
ten (10) days after the prescribed forms are presented to him/her for signature, enter into a  
written contract with the Authority in accordance with the bid as accepted, and give bond with  
good and sufficient surety or sure ties, as may be required, for the faithful performance and  
proper fulfillment of such contract; or in the event of the withdrawal of said bid within the  
period specified, or in the failure to enter into such contract and give such bond within the time  
specified, if the Principal shall pay the Authority the difference between the amount specified in  
said bid and the amount for which the Authority may procure the required work or supplies or  
both, if the latter amount be in excess of the former, then the above obligation shall be void  
and of no effect, otherwise to remain in full force and virtue.

IN THE WITNESS WHEREOF, the above-bounded parties have executed this instrument under  
their several seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the name and  
corporate seal of each corporate party being hereto affixed and these presents duly signed by  
its undersigned representative, pursuant to authority of its governing body.

**Bidding Documents**

Solicitation # CI 15-B-00324: Construction Services for Uptown Scattered Housing  
Exterior Repairs and Painting, Memphis, TN  
September 23, 2015

IN THE PRESENCE OF:

\_\_\_\_\_  
Principal (SEAL)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Principal (SEAL)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Surety (SEAL)

\_\_\_\_\_  
Address

To all prospective bidders:

The undersigned, have familiarized himself/herself/themselves with the local conditions affecting the cost of the work, and with the Contract Documents which are on file in the office of the Memphis Housing Authority, hereby proposes to furnish all labor, materials, equipment and services required to undertake the above referenced project in accordance with the Contract Documents for the:

Attached hereto and included in this bid for UPTOWN SCATTERED HOUSING are the following:

- Bid Form
- Bid Bond
- Representations, Certifications, and Other Statements of Bidders Form (HUD-5369-A)
- Previous Participation Certificate (HUD-2530)
- Qualifications Questionnaire
- Non-Collusion Affidavit
- Debarment and Suspension Certification
- Equal Opportunity Certification
- Drug Free Workplace Certification
- Section 3 Business Self-Certification
- List of Proposed MBE/WBE Subcontractors and Sub-Consultants



**Bidding Documents**

Solicitation # CI 15-B-00324: Construction Services for Uptown Scattered Housing  
Exterior Repairs and Painting, Memphis, TN  
September 23, 2015

**NOTE:** Penalty for making false statements herein is prescribed in 18 USC 1001.  
**Failure to submit any or all of above documents may result in rejection of the bid.**  
Section 3 Action Plan and Financial Documents shall be submitted within two (2)  
working days of request by MHA.

Date \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Bidder

\_\_\_\_\_  
By

\_\_\_\_\_  
Title

Official Address:

\_\_\_\_\_  
Bidder

\_\_\_\_\_  
Street

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

Phone Number : (\_\_\_\_\_) \_\_\_\_\_

The above bidder is an [ ☐ ] individual; [ ☐ ] corporation; [ ☐ ] partnership; [ ☐ ] joint venture  
consisting of \_\_\_\_\_ [ ☐ ] licensed to do business in the  
State where the projected is located.